



UBC Okanagan AVP Students JOHSC

Meeting information:	Date & Time:	June 19, 2025 1:00p	
	Location:	UNC325a and virtual meeting via zoom	
	Call to Order:	1:00pm	
	Adjournment:	1:50pm	
Previous meeting date:		May 15, 2025 1:00pm	Next meeting date & time: July 17, 2025, 1:00pm

Committee members, advisors, guests, etc. (indicate co-chairs):	Name:	Role:	Present (Y/N):
	Jeff Stonehouse	worker rep – BCGEU / co-chair	y
	Robyn Bunn	employer rep - M&P /	y
	Brandon Archer	worker rep - BCGEU	y
	Amy Lauterbacher	employer rep - M & P /co-chair	y
	Carla Lanigan	worker rep - BCGEU	y
	Christine Squire	employer rep – M&P	y
	Adrian Hingston	ex officio - Health, Safety & Environment	y
	Sherry Petkau	admin resource	y
Is quorum achieved? (minimum of 4 voting members: # worker reps ≥ # employer reps) Y / N			y

Motion to adopt previous meeting's minutes:	Jeff Stonehouse	Seconded:	Christine Squire
Motion to adopt current meeting's agenda:	Carla Lanigan	Seconded:	Jeff Stonehouse
*Post adopted minutes to JOHSC Website at conclusion of this meeting			

	Informal inspections conducted	Formal inspections conducted	Recommendations made to employer
This period	0	6	0
Year-to-date	0	6	0

Report Categories	Details
Incidents (reporting on previous month)	<ul style="list-style-type: none"> 5 incidents within AVP Finance committee No incidents for any other committees May 5, incident only, carrying items, got caught on something and fell, bruised hip May 16, incident only, Injury to thumb May 20, trying to break off branch and used a small shovel which bounced back and hit a tooth May 20, incident only, contact with chemicals – doing hazardous material collection, hole in bag, leaked on coveralls May 28, incident only, Environmental – oil leak from vehicle Encourage committee to read through the Worksafe BC report online from the confined space fall that happened in June on our campus



Inspections	<ul style="list-style-type: none"> June 26 afternoon, Carla, Robyn, 2:00 UNC July 2, Brandon, Christine 1:00pm FCCS June 24, Jeff, Amy, 1:00pm Gym July 11, Christine, Sherry 10am ARTS
Other OHS reports	
HSE Program Update	<p>Confined space issues being addressed with training</p> <p>Compressed gas storage areas – developed training and shut down access for anyone without the training</p> <p>HSE now doing Monthly audits of compressed gas sites</p> <p>Created lab safety for non-lab users course ie: service workers such as IT, facilities, etc.</p> <p>Unregulated purchases for labs has been an issue, working with Vancouver to come up with chemical inventory regulation</p> <p>Food services setting up their own safety committee</p>
Training and Education	<ul style="list-style-type: none"> Created scripts for those committees that have higher risk areas, use pictures to orient appropriate people to specific spaces Working on “building orientations” what’s in the building, where do you go if there’s an alarm, etc. Created various training courses for Facilities
Annual Reviews	<ul style="list-style-type: none">
Other UBCO JOHSCs	<ul style="list-style-type: none"> Recommendation from AVP finance – crossing from H Lot to E lot or EME – still being reviewed Academic research committee – monitoring IP1 due to issues within the lab
Other	<ul style="list-style-type: none">

Standing Items	January Meeting Each Year:
Review TOR	
Committee Evaluation	

Old Business	Item #		Who	Target date
		Status:		
		Status:		
		Status:		



Joint Occupational Health & Safety Committee
Meeting Minutes

New Business	Item #		Who	Target date
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Monthly Distribution and Posting of Approved Meeting Minutes (Required):

- Responsible VP
- All JOHSC members
- Online (<https://hse.ok.ubc.ca/committee/>)
- Posted on any Safety Bulletin Boards (if applicable)